

Child Protection and Safeguarding Policy and Procedure

Up-Grade Training and Therapy

This policy was adopted on 23/11/2021

This policy is due for review on 23/11/2023

Key contacts

Role	Name	Contact details
Designated Safeguarding Lead	Daniel Barfoot	07970462909

Child Protection and Safeguarding Policy

1 INTRODUCTION

- 1.1. Safeguarding children is everyone's responsibility. Everyone who comes into contact with children and families has a role to play.
- 1.2. Safeguarding and promoting the welfare of children is defined as
 - Protecting children from maltreatment
 - Preventing impairment of children's health or development
 - Ensuring that children grow up in circumstances consistent with the provision of safe and effective care
 - Taking action to enable children to have the best outcomes
- 1.3. Child protection is the activity that is undertaken to protect specific children who are suffering, or are likely to suffer, significant harm.
- 1.4. Our pupils' welfare is our paramount concern. The directors will ensure that our Company will safeguard and promote the welfare of pupils and work together with other agencies to ensure that our Company has robust arrangements to identify, assess and support those children who are suffering or likely to suffer harm.
- 1.5. Our Company is a community and all those directly connected, staff members, parents, families and pupils, have an essential role to play in making it safe and secure.
- 1.6. Safeguarding incidents and/or behaviours can be associated with factors outside the Company and/or can occur between children outside the organisation. All staff, but especially the DSL will

consider the context within which such incidents and/or behaviours occur. This is known as contextual safeguarding, which simply means assessments of children should consider whether wider environmental factors are present in a child's life that are a threat to their safety and/or welfare.

2 OUR ETHOS

- 2.1 We believe that our Company should provide a caring, positive, safe and stimulating environment that promotes the social, physical, emotional and moral development of the individual child.
- 2.2 We recognise the importance of providing an environment within our Company that will help children feel safe and respected. We recognise the importance of enabling children to talk openly and to feel confident that they will be listened to.
- 2.3 We recognise that all adults within the Company, including permanent and temporary staff & volunteers, have a full and active part to play in protecting our pupils from harm.
- 2.4 We will work with parents/carers to build an understanding of the Company's responsibilities to ensure the welfare of all children, including the need for referrals to other agencies in some situations.

3 SCOPE

- 3.1 In line with the law, this policy defines a child as anyone under the age of 18 years.
- 3.2 This policy applies to all members of staff in our Company, including all permanent, temporary and support staff, Trust Board members, volunteers, contractors and external service or activity providers.

4 THE LEGAL FRAMEWORK

- 4.1 Section 175 of the Education Act 2002 places a duty on governing bodies of maintained organisations and further education institutions (including sixth-form colleges) to make arrangements for ensuring that their functions relating to the conduct of the organisation are exercised with a view to safeguarding and promoting the welfare of children who are pupils at the organisation. Section 157 of the same Act places a similar duty on non-maintained and independent educational establishments, including free organisations and academies.
- 4.2 Under section 10 of the Children Act 2004, all maintained organisations, further education colleges and independent organisations, including free organisations and academies, are required to cooperate with the local authority to improve the well-being of children in the local authority area.
- 4.3 Under section 14B of the Children Act 2004, the Local Safeguarding Children Board can require a organisation or college to supply information in order to perform its functions. This must be complied with.
- 4.4 This policy and the accompanying procedure have been developed in accordance with the following statutory guidance and local safeguarding procedures:
 - *Working Together to Safeguard Children: A Guide to Inter-Agency Working to Safeguard and Promote the Welfare of Children, July 2018*
 - *Keeping Children Safe in Education: Statutory Guidance for Organisations and Colleges, September 2018*
 - *Pan-Sussex Child Protection and Safeguarding Procedures*
 - *Information sharing: advice for practitioners providing safeguarding services to children, young people, parents and carers, July 2018*

5 ROLES AND RESPONSIBILITIES

- 5.1 The organisations lead person with overall responsibility for child protection and safeguarding is the Designated Safeguarding Lead (DSL). At our Company the DSL is Daniel Barfoot.
- 5.2 All staff members must know how to recognise signs and symptoms of abuse, how to respond to pupils who disclose abuse and what to do if they are concerned about a child.

6 SUPPORTING CHILDREN

- 6.1 Our Company will support all pupils by:
- ensuring the content of the curriculum includes social and emotional aspects of learning;
 - ensuring a comprehensive curriculum response to online safety, enabling children and parents to learn about the risks of new technologies and social media and to use these responsibly;
 - Filtering and monitoring internet use, to safeguard from potentially harmful and inappropriate online material,
 - ensuring that safeguarding is included in the curriculum to help children stay safe, recognise when they do not feel safe and identify who they might or can talk to;
 - providing pupils with a number of appropriate adults to approach if they are in difficulties;
 - supporting the child's development in ways that will foster security, confidence and independence;
 - encouraging development of self-esteem and self-assertiveness while not condoning aggression or bullying;
 - liaising and working together with other support services and those agencies involved in safeguarding children;
 - monitoring children who have been identified as having welfare or safeguarding concerns and providing appropriate support.
 - ensuring that all staff are aware of the early help process, and understand their role in it, including acting as the lead professional where appropriate.
 - ensuring that all staff understand the additional safeguarding vulnerabilities for certain groups of children or characteristics, and how to address them.
- 6.2 Additional vulnerabilities and characteristics can include:
- Looked after children
 - Previously looked after children
 - Care leavers
 - Children with special educational needs or disabilities
 - Young carers
 - Children showing signs of being drawn in to anti-social or criminal behaviour, including gang involvement and association with organised crime groups
 - Children frequently go missing from care or from home
 - Children misusing drugs or alcohol themselves;
 - Children at risk of modern slavery, trafficking or exploitation;
 - Children in a family circumstance presenting challenges for the child, such as substance abuse, adult mental health problems or domestic abuse
 - Children who have returned home to their family from care;
 - Children showing early signs of abuse and/or neglect;
 - Children at risk of being radicalised or exploited;
 - Privately fostered children

6.3 Children with special educational needs (SEN) and disabilities can face additional safeguarding challenges and additional barriers can exist when recognising abuse and neglect in this group of children. These can include:

- assumptions that indicators of possible abuse such as behaviour, mood and injury relate to the child's disability without further exploration;
- being more prone to peer group isolation than other children;
- the potential for children with SEN and disabilities being disproportionately impacted by behaviours such as bullying, without outwardly showing any signs; and
- communication barriers and difficulties in overcoming these barriers.

To address these additional challenges our Company will ensure that these children receive additional monitoring and pastoral support.

7 CHILD PROTECTION AND SAFEGUARDING PROCEDURE

7.1 We will ensure all parents and carers are aware of the responsibilities of staff members to safeguard and promote the welfare of children and act in the best interests of children by publishing the policy and procedures on our website and by referring to them in our introductory Company materials.

8 REPORTING CONCERNS AND RECORD KEEPING

8.1 All safeguarding and welfare concerns, discussions and decisions made will be recorded in writing and kept in line with the East Sussex Local Safeguarding Children Board guidance Keeping Records of Child Protection and Welfare Concerns Guidance for Early Years Settings, Organisations and Colleges July 2017.

8.2 Hate incidents, e.g. racist, homophobic, gender or disability-based bullying, are reported, recorded and considered under safeguarding arrangements.

8.3 When a pupil is due to transfer to another organisation the DSL will consider if it would be appropriate to share any information with the new organisation in advance of the pupil leaving.

8.4 When a new pupil joins our Company, and there is a record of safeguarding or welfare concerns, we will ensure that this information is shared appropriately with the DSL.

9 SAFER WORKFORCE AND MANAGING ALLEGATIONS AGAINST STAFF AND VOLUNTEERS

9.1 All individuals working in any capacity at our Company will be subjected to safeguarding checks in line with the statutory guidance *Keeping Children Safe in Education: Statutory Guidance for Organisations and Colleges, September 2018*.

9.2 We will ensure that agencies and third parties supplying staff provide us with evidence that they have made the appropriate level of safeguarding checks on individuals working in our Company. We will also ensure that any agency worker presenting for work is the same person on whom the checks have been made.

9.3 We will ensure that alternative provision providers provide evidence that they have made the appropriate level of safeguarding checks on individuals working for their organisation.

9.4 Every job description and person specification will have a clear statement about the safeguarding responsibilities of the post holder.

9.5 We will ensure that at least one member of every interview panel has completed safer recruitment training.

9.6 We have a procedure in place to handle allegations against members of staff and volunteers in line with *Keeping Children Safe in Education: Statutory Guidance for Organisations and Colleges, September 2018*. This procedure is detailed in Appendix B.

10 STAFF INDUCTION, TRAINING AND DEVELOPMENT

10.1 All new members of staff will be given an induction which includes the following:

- Issue and explain the safeguarding and child protection policy
- Issue and explain the policy/guidance which includes the safeguarding response to children who go missing from education

10.2 The induction and ongoing training of staff will include the following key aspects:

- Staff understand the difference between a safeguarding concern and a child in immediate danger or at risk of significant harm.
- Staff are advised to maintain an attitude of 'it could happen here' where safeguarding is concerned.
- When concerned about the welfare of a child, staff should always act in the best interests of the child.
- If staff are unsure, they should always speak to the DSL. If staff have any concerns about a child's welfare, they should act on them immediately.
- Staff should not assume a colleague or another professional will take action.
- They should always be available to discuss safeguarding concerns. If in exceptional circumstances, the DSL is not available, this should not delay appropriate action being taken.

10.3 The DSL will undergo updated safeguarding and child protection training every two years. In addition to this their knowledge and skills will be updated regularly, and at least annually, to keep up with developments relevant to the role.

10.4 All staff members of the Company will receive appropriate safeguarding and child protection training (whole-organisation training) which is regularly updated. The DSL will provide briefings to the organisation on any changes to safeguarding and child protection legislation and procedures and relevant learning from local and national serious case reviews as required, but at least annually.

10.5 We will ensure that staff members provided by other agencies and third parties, e.g. supply teachers and contractors, have received appropriate safeguarding and child protection training commensurate with their roles before starting work. They will be given the opportunity to take part in whole-Company training if it takes place during their period of work for the Company.

11 CONFIDENTIALITY, CONSENT AND INFORMATION SHARING

11.1 We recognise that all matters relating to safeguarding and child protection are confidential.

11.2 The DSL will disclose any information about a pupil to other members of staff on a need-to-know basis, and in the best interests of the child.

11.3 All staff members are aware that they cannot promise a child to keep secrets which might compromise the child's safety or wellbeing.

11.4 All staff members have a professional responsibility to share information with other agencies in order to safeguard children.

11.5 All our staff members who come into contact with children will be given appropriate training to understand the purpose of information sharing in order to safeguard and promote children's welfare.

11.6 We will ensure that staff members are confident about what they can and should do under the law, including how to obtain consent to share information and when information can be shared without consent.

13 CONTRACTORS, SERVICE AND ACTIVITY PROVIDERS AND WORK PLACEMENT PROVIDERS

13.1 We will ensure that contractors and providers are aware of our Company safeguarding and child protection policy and procedures. We will require that employees and volunteers provided by these organisations use our procedure to report concerns.

14 WHISTLEBLOWING AND COMPLAINTS

14.1 We recognise that children cannot be expected to raise concerns in an environment where staff members fail to do so.

14.2 We will ensure that all staff members are aware of their duty to raise concerns, where they exist, about the management of safeguarding and child protection, which may include the attitude or actions of colleagues.

14.3 We have a clear reporting procedure for children, parents/carers and other people to report concerns or complaints, including abusive or poor practice.

15 Managing referrals

1.1 The designated safeguarding lead will:

- Refer cases of suspected abuse to children's social care as required.
- Support staff who make referrals to children's social care.
- Refer cases where a person is dismissed or left due to risk/harm to a child to the Disclosure and Barring Service as required.
- Refer cases where a crime may have been committed to the Police as required.
- Liaise with agencies providing early help services and coordinate referrals from the organisation to targeted early help services for children in need of support. Monitor any cases referred to early help and consider referral to children's services where the situation does not improve.